

## **Governor's Management Objectives for State Agencies & Institutions**

*To be accomplished no later than December 2005*

### **Financial Management**

Take all actions necessary to ensure that corrective action plans are developed and implemented in timely response to any material weaknesses, audit points, and management letter comments from APA audits.

### **Information Technology**

Implement full consolidation of all state agencies into VITA as scheduled.

### **Procurement**

- **Electronic Procurement**  
Double the current yearly spend through eVA - to \$3 billion - all with registered vendors, using the full range of advanced eVA tools.
- **Leveraged Purchasing**  
Triple spending on statewide leveraged contracts across the board, increase the number of such contracts, and increase the absolute number of local governments participating in eVA and leveraged contract purchasing.
- **SWAM Procurement:**  
Implement agency procurement plans to achieve statewide SWAM aspirational procurement goals.

### **Emergency Preparedness**

Achieve 100% preparation and testing of agency Continuity of Operations Plans, and receive state-level emergency management accreditation through the national certification process.

**Real Estate Management**

Implement a consolidated, fully integrated system for real estate management, resulting in a 15% - 20% decrease in total leased office space.

**Mail Services**

Consolidate mail services for agencies at the seat of government to secure incoming mail and to achieve maximum efficiencies and cost savings.

**Human Resources**

By August 1, 2004, every agency shall prepare and submit a workforce plan that identifies short- and long-term workforce requirements, critical skill gaps, and specific plans for ensuring adequate numbers of qualified employees to meet agency specific goals and objectives. From these, DHRM will identify the five (5) most at-risk positions and develop a collaborative, enterprise-wide action-plan.

**Capital Outlay Process**

Reform the capital outlay process to achieve a collaborative interagency model that eliminates unnecessary delays, overlays, duplications, and cost overruns.

**Administrative Dispute Resolution**

Conduct six major pilots under the tutelage of the ADR Council and achieve 25%-30% statewide increase in the use ADR processes, as measured by the council's annual survey.